



WHITFIELD COUNTY

Finance Department
PO Box 248
Dalton, GA 30722
Phone: 706-275-7500

LOCAL VENDOR PRIVILEGE QUALIFICATIONS

Pursuant to the Whitfield County Purchasing Policy Section G.7., a local vendor privilege allows qualifying local vendors who bid within 4% of the low bid an opportunity to match the low bidder within 24 hours of notification from the County Finance Department when bidding for supplies, equipment, materials, and personal services that are not part of a public works project. If more than one local vendor meets the qualifications, the lowest bidder will be given the first opportunity to agree to match the low bid. If they refuse, the next lowest bidder will get the opportunity and so on until all local vendors within the 4% range have been given an opportunity.

In order to qualify for this privilege, a vendor must meet all of the following criteria:

1. The local business shall have established a place of business within Whitfield County.
2. The local business must have at least two (2) employees who have worked in Whitfield County for at least six (6) months prior to submitting the bid.

Bidders claiming local vendor privilege for any Bid, Price Quote, or RFP must submit an Affidavit of Eligibility (see next page) with their bid or quote response.

For questions or assistance relating to the County's local vendor preference policy, call us at 706-275-7500.



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**LOCAL VENDOR PRIVILEGE
AFFIDAVIT OF ELIGIBILITY**

Complete all areas below. Incomplete forms may be rejected. Submit by mail or fax to the above address.

1. LEGAL NAME OF FIRM:

Mailing Address:

Physical Address (if different):

2. Month and Year your business was established in Whitfield County: _____

3. Does your business have more than two (2) or more employees who have worked at the above location for six (6) months or longer?

Yes _____ No _____

4. All employees working at the firm are legally authorized to work in the United States?

Yes _____ No _____

5. Bid or RFP # for which that firm is requesting the local vendor privilege:

Under penalty of perjury, the undersigned states that the foregoing statements are true and correct. The undersigned also acknowledges that any person, firm, corporation or entity intentionally submitting false information to the County in an attempt to qualify for local privilege shall be prohibited from bidding on Whitfield County products and services for a period of one (1) year.

Authorized Signature: _____

Date: _____

Printed Name & Title: _____

Phone: _____